



Intention

To all who may concern this bill will design to fully change said articles from original text to update text approved by The Arizona State University Undergraduate Student Government Operations Committee set out in The USG Governing Documents

Proposed Changes-

Title V
STUDENT FUNDS

Article I. Requirements for the Use of Students Funds

Section 1- Usage of the Student Initiative Fee (SIF) **and Digital Immersion Student Initiated Fee (DISIF)** Funds

1. The use of SIF **and DISIF** Funds must fulfill at least one of the following:
 - a. The use appeals to a significant number of students.
 - b. It assists students in furthering specific career and educational objectives.
 - c. It furthers the objectives of the University throughout the Student Body.
 - d. It enhances cultural awareness among students.
 - e. It promotes community service and involvement.
2. All expenditures from SIF **and DISIF** Funding must be in accordance with the policies of ASU as determined by the Office of Education Outreach and Student Services (EOSS).

Section 2- Registration and Requirements of Students and Student Organizations

1. Any Student or Student Organization requesting funds from USG must be registered with the Student Connection and Community



USG Undergraduate
Student
Government

West Valley

Office (SCC) prior to receiving funds for travel or expenditures.

2. Only Undergraduate Student Organizations, or those Organizations comprised of at least fifty (50) percent undergraduate students, may receive Club Start-Up Funds, or Club Operations Funding from USG. Requests for Event Funding by a Student Organization without this membership shall be determined eligible by the Senate at the time of the respective bill's discussion and approval during the respective Senate Meeting.
 - a. Membership for these purposes shall be defined in accordance to the policies set by SCC.

Section 3- Usage of the Digital Immersion Student Initiative Fee (DISIF) Funds

1. Any and all Digital Immersion Student initiated fees being used for club events or internal programming must be approved and signed by the Director of Online Student Advocacy.
 - a. In the event the Director of Online Student Advocacy position is not filled, the chairperson of Digital Immersion Advocacy Committee shall act as interim signee until the position is filled
 - b. In the event the Director of online student advocacy position is not filled and the chairperson of Digital Immersion Advocacy Committee is not filled, the Digital Immersion Advocacy Committee advisor shall act as interim signee, until one or both the Director of Online Student Advocacy or Digital Immersion Advocacy Committee chairperson positions are filled.

Article II. Appropriations of the Senate

Section 1- Budget Requests



1. Each request for funds will be presented as a Budget Request. As completed by a Student Organization representative, each submitted Budget Request must contain all required documents for processing and a detailed explanation of how the requested funds will be used towards a public purpose; that is, how they will benefit the student body or at least a constituency of it.
2. All Budget Requests shall be filled out and submitted through Sun Devil Sync, which shall possess all necessary instructions and fields for Budget Request submission. C. There are four (4) types of Budget Requests that may be requested through the USG Senate. They are as follows:
 - a. Event Funding (EF)
 - b. Club Start-Up Funds (CSUF)
 - c. Club Operations Funding (COF)
 - d. Professional Development (PD)

Section 2- Senate Sponsorship

1. Before submitting a Budget Request any interested Student Organization must consult with its designated Senate Sponsor at least once per semester in order to receive funding.
 - a. This Senate Sponsor will provide information, advice, and review the Request. They shall also be the Student Organization's main point of contact throughout the bill process and shall represent the respective bill throughout the Senate cycle.

Section 3- The USG Funding Request Cycle

1. All Student Organizations must submit their Budget Requests online through Sun Devil Sync by five (5) p.m. the Wednesday prior to the next Senate meeting (for EF) or Appropriations meeting (for PD, COF, and CSUF).
2. Any Event Funding Budget Request must be submitted by the Wednesday before the Senate that takes place at least four (4) weeks



prior to the date the funds are needed. This four week timeline allows two (2) weeks processing time for USG and two (2) weeks processing time for SCC.

3. Any Budget Request that includes a guest speaker, lecturer or performer must be submitted six (6) weeks prior to the date of when the funds are needed. This allows two (2) weeks processing time for USG and four (4) weeks processing time for SCC.
4. All PD, CSUF, and COF Budget Requests must be submitted by the deadlines set by the Committee on Appropriations which shall be announced at the start of the corresponding semester.
5. Student Organizations officially registered after the COF deadline for Fall must wait until the next term (Spring) to submit a COF Budget Request.

Section 4- Actions After Senate Vote of Appropriation Bills

1. Following the adjournment of a Senate meeting, the Senate President will recommend the approved Budget Requests that have no outstanding stipulations to the Student Body President for immediate approval. The Student Body President may approve these Budget Requests at this time or delay for consideration.
2. All Budget Requests approved by the Senate must be approved or vetoed by the Student Body President within five (5) business days after the meeting at which they were voted on.
 - a. If the Student Body President submits approval of the Budget Request it will go to the OSE for processing.
 - b. If the Student Body President denies approval of the Budget Request it will remain unapproved with the President's objections posted on the Request in Sun Devil Sync.
 - c. If the Student Body President neither approves nor vetoes the Budget Request within five (5) business days, approval of the Budget Request will fall on the USG Advisor.



- d. The Student Body President possesses Line-Item Veto authority; if they exercise this authority an emergency Senate meeting will be called within four (4) business days from the date of the Line-Item Veto. A two-thirds (2/3) majority vote by the Senate is required to overturn a Line-Item Veto; otherwise the Line-Item Veto passes.

Section 5- Vetoed Budget Requests

1. In order to reconsider a vetoed Budget Request the Senate must pass a motion on it by simple majority vote.
 - a. If the motion passes the Senate President must read the vetoed Request in its entirety along with the attached objections of the Student Body President and shall be opened for discussion and approval.
 - i. Vetoed Budget Requests under reconsideration of the Senate are subject to the Line-Item Veto authority of the Senate President. Any changes made to a vetoed Budget Request make it a new Budget Request to be voted on with the same rules regarding stipulations.
 - ii. An unchanged vetoed Budget Request must be approved by a unanimous vote of the Senate. The Senate President will ensure the speedy approval of the resurrected Budget Request so the Office of Student Engagement can start processing it.
 - b. If the motion does not pass the vetoed Request is dead and its Senate Sponsor is responsible for notifying the corresponding Student Organization in an email sent by midnight (12 a.m.) the same day with the Senate President, Senate Clerk and Business Operations Specialist of the OSE cc'd.

Section 6- Remaining Budget Request Funds



1. Following the approval of an Event Funding Budget Request, if the actual expenditures made by the Student Organization are less than the amount of money the Request was approved for then that Student Organization is able to use the remaining money on additional expenses for that event.
 - a. Surplus money may not be used for any expenditures other than those for the event it was approved for.
2. Thirty (30) days after a scheduled event date, all approved remaining funds of an Event Funding Bill not spent will be returned to the SIF Fund for USG West.

Section 7- Annual Budget

1. The USG Executive Board will produce and submit a proposed annual budget to the Senate **during the second to last senate meeting of the outgoing academic year before April 15 each year.** In order to pass, the proposal requires a three-fourths (3/4) majority vote by the Senate.
 - a. If approved, the Budget shall be sent as a proposal by the Student Body President to the Office of the Senior Vice President of Education Outreach and Student Services (EOSS).
 - b. **Said approved budget is then allowed to be spent during the summer term.**
 - c. If not approved, **the Budget shall be sent to the Appropriations Committee for revisions the budget proposal must be presented in two weeks with changes suggested by the Senate.**
2. **With additional unprojected student initiated fees the Student body president is allowed to add funds in individual line items already present in the proposed budget pending a (2/3) majority vote from the Senate**
3. **Any and all transfer or removal of funds between line items in the presented budget must be approved by (2/3) majority vote from the Senate.**



Rationale-

Article 1 | Section 3: Added in its entirety in order to maintain that the Digital Immersion Student Initiative fees are handled and overseen properly.

Article 2 | Section 7 | subsection 1: Added in order to better reflect the appropriate timeline in which budgets will be presented.

Article 2 | Section 7 | subsection 1 b: Added in order to outline the parameters in which the proposed budget may be spent in the summer term.

Article 2 | Section 7 | subsection 2: Added in order to set the parameters in which the inclusion of additional funds may be integrated into the presented budget.

Article 2 | Section 7 | subsection 3: Added the parameters in which the transfer or removal of funds between line items in the budget are set in order include Senatorial approval.